

State of Illinois
Department of Central Management Services
Bureau of Personnel
Springfield, Illinois 62706

Supplementary Examination Announcement

LOTTERY TELEMARKETING REPRESENTATIVE - 24520 Monthly Salary Range: \$2384 - \$3224

General duties: Under general supervision, markets the state Lottery product line, including instant tickets, reinforcing promotional activities and other materials, depending on game variations, to Lottery retailers by use of the telephone; provides authoritative information, advice and assistance to retail questions and in the resolution of problems; enters ticket orders into computer terminal to ensure proper distribution of tickets to retailers; assists in the daily operations of an Agent Service Hotline; researches and analyzes sales and provides promotional and new game data for management; interprets and applies the laws, rules, regulations and policies of the Lottery.

The requirements for a minimal passing grade are as follows:

Training and Experience: Requires knowledge, skill and mental development equivalent to completion of four years of high school, plus one year of office experience and completion of the agency approved training program, or high school, plus two years of telemarketing experience.

Tests and weights: Training and experience 100%.

Length of eligibility period: One year.

Counties in which positions are established: Sangamon.

Counties listed include all counties in which positions have been established, and does not represent immediate openings. This listing is based on information currently available and is subject to change.

YOU NEED NOT APPEAR AT A TEST CENTER FOR THIS EXAMINATION.

Send a completed application (CMS-100) to the Department of Central Management Services, Bureau of Personnel, Room 500, Stratton Office Building, Springfield, Illinois 62706. The Supplemental Application will be mailed to you.

AN EQUAL OPPORTUNITY EMPLOYER

To Group A 9-5-00
(RC-014-09) Salary 7-1-06
Counties Updated 3-25-02
Grade Statement Added 5-07-02